

**MAGISTRATE JUDGE
Second Judicial Circuit
Sioux Falls, South Dakota**

Requisition #: J21-09

Agency: Unified Judicial System

Salary: \$107,457.23 annually

Closing Date: March 31, 2021

Position Purpose: Position performs highly responsible legal work in the disposition of certain types of cases in magistrate court in the Second Judicial Circuit. This position may require travel. Work involves responsibility for hearing and ruling on certain cases of Drug/DUI court, traffic, civil, criminal and small claims matters. Work is supervised by the Presiding Judge of the judicial circuit. Position includes generous benefits program with retirement system, health and life benefits, vacation plan and other options.

Duties may include:

- administering oaths;
- taking acknowledgements;
- issuing warrants of arrest, search and seizure warrants;
- acting as committing magistrate, including setting bond conditions on felonies prior to indictment;
- fixing bond;
- handling initial action on protection orders;
- reading or listening to allegations; determining if action cited is supported by facts (probable cause);
- conducting jury trials on misdemeanors;
- hearing and evaluating evidence;
- trying and determining all cases of misdemeanor and actions or proceedings for violation of any ordinance by law or other police regulation of a political subdivision;
- taking pleas of guilty;
- taking forfeitures of appearance bonds;
- trying civil actions or small claims up to a specific jurisdictional amount;
- participating and assisting with Drug Court, DUI Court or other problem-solving courts;
- taking evidence;
- entering judgments;
- occasional work on weekends and holidays, usually on a rotating basis with all other judges.

Comments: Graduation from an accredited law school and experience in the practice of law. Licensed to practice law in the State of South Dakota. Applicants must meet the State of South Dakota Constitutional requirements set in Article V Section 6 upon appointment. This position is appointed by the Presiding Judge of the judicial circuit, subject to approval by the Supreme Court, for a four-year term subject to potential renewal. The applicant recommended for appointment will undergo an intensive background investigation.

To qualify for Veterans' Preference, a veteran must have been separated or discharged honorably or under honorable conditions. To be considered for Veterans' Preference, please attach a copy of the DD214, DD214R or NGB22 indicating qualifications per SDCL 33A-2-1.

To Apply: Applicants must complete a letter of interest and personal data questionnaire. The personal data questionnaire can be obtained by accessing the following link <http://ujis.sd.gov/uploads/hr/MagistratePDQ.pdf> or contacting the Human Resources office. If the applicant has completed a circuit court judge judicial application/personal data questionnaire within the last six months, it may be submitted in lieu of the magistrate application, provided it is updated to the date of application. All personal data questionnaires must be submitted by the closing date to:

PMB 2713-000
Director of Human Resources
Unified Judicial System
500 East Capitol Avenue
Pierre, SD 57501
Phone: (605) 773-4867; Fax: (605) 773-8437
Lisa.Mammenga@ujis.state.sd.us
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